

# Business Continuity Planning at Case Western Reserve University

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# What is Business Continuity

- ◆ The capacity to quickly resume business functions and research activities shortly following a disruptive event.
- ◆ Disruptions:
  - Forces of nature
  - Accidental or deliberate human action
  - Scale can be large or small

# Focus of Business Continuity

- ◆ Supporting the **mission of the University:**

*improve and enrich people's lives through research that capitalizes on the power of collaboration, and education that dramatically engages our students.*



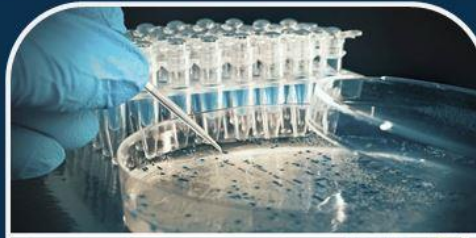
## EMERGENCY MANAGEMENT

**Goal:**

Protection of human life, health,  
welfare

**Planning & Execution Involves:**

Limited number of people



## BUSINESS CONTINUITY

**Goal:**

Carry on University mission –  
continue teaching, conducting  
research

**Planning & Execution Involves:**

People from most campus units



## DISASTER RECOVERY

**Goal:**

Securing critical IT systems and  
recovering data

**Planning & Execution Involves:**

IT staff

# Business Continuity Planning Principles

- ◆ Mission essential functions
- ◆ Instructional continuity
- ◆ Safety and welfare of CWRU community
- ◆ Protection of University facilities and assets
- ◆ Communication, information and reputation

# What is a Business Impact Analysis?

- ◆ A Business Impact Analysis (BIA) is a departmental exercise where employees outline processes and prioritize them based on urgency to fulfilling the department's mission.

*What would our department absolutely have to continue doing in the event of a major business disruption?*

# Components of a BIA



**RECOVERY**



**CRITICAL INFRASTRUCTURE**



**PROCESS DEPENDENCIES**



**CONSEQUENCES**

# Components of a BIA



## RECOVERY

- ◆ *Recovery Time Objective:*

How much time can your department afford to be off-line before your operations are impacted?

- ◆ *Recovery Point Objective:*

How recoverable is your data? How much data loss can your organization tolerate?



# Components of a BIA



## CRITICAL INFRASTRUCTURE

- ◆ Computers
- ◆ Special equipment / devices
- ◆ Systems and applications

# Components of a BIA



## PROCESS DEPENDENCIES

- ◆ *Upstream:*  
A failure of *someone else's* process would have a negative impact on *your* department's function.
- ◆ *Downstream:*  
A failure of *your* process would have an adverse effect on *another* department's function.

# Components of a BIA



## CONSEQUENCES

- ◆ Qualitative impact
- ◆ Quantitative impact